

## Create Payroll Expense Transfers <sup>[1]</sup>

Move funds in your department.

Payroll Expense Transfers move expenses related to earnings, deductions and/or taxes to different combination codes (speedtypes). PETs do not increase or decrease expenditures and cannot change anything except the combination code (speedtype). Transactions are available for update once they have posted to the general ledger (GL).

Step-by-Step: [Payroll Expense Transfer - PET \(Regular Users\)](#) <sup>[2]</sup>

Step-by-Step: [Funding Entry](#) <sup>[3]</sup>

Job Aid: [Manage Funding Suspense](#) <sup>[4]</sup>

Quick Reference Guide: [PET Data Page Map](#) <sup>[5]</sup>

Training: [Search for Paychecks and Update Distributions](#) <sup>[6]</sup>

Training: [Creating a PET with Multiple Lines and Grant Funding](#) <sup>[7]</sup>

### **Groups audience:**

HCM Community

### **Right Sidebar:**

HCM: Resources Key

HCM: Feedback

HCM: Document Library

HCM: Submit a Ticket

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**Source URL:** <https://www.cu.edu/hcm-community/pay-transactions/create-payroll-expense-transfers>

### **Links**

[1] <https://www.cu.edu/hcm-community/pay-transactions/create-payroll-expense-transfers>

[2] <https://www.cu.edu/docs/sbs-payroll-expense-transfers>

[3] <https://www.cu.edu/docs/sbs-funding-entry>

[4] <https://www.cu.edu/docs/jaid-managing-funding-suspense>

[5] <https://www.cu.edu/doc/pet-data-mappdf>

[6] <https://www.cu.edu/doc/hcmctgpetpaychecksearchbasicstpxpdf-1>

[7] <https://www.cu.edu/doc/hcmctgpetmultilinelwithgranttpx0pdf>